

**Glenmore Community Association, Inc.
Notice of 2020 Annual Meeting**

February 1, 2020

Dear Glenmore Residents:

You are cordially invited to the Glenmore Community Association's Annual Meeting. We will convene on Tuesday, February 25, 2020 at 7:00 p.m. in the ballroom of The Club at Glenmore. All members are encouraged to attend.

We have three positions open on our GCA Board of Directors. It is very important that members of the GCA in good standing, that is, all dues have been paid, vote in the election. We need a quorum to seat the next volunteer board. We thank this year's candidates for donating their time and talent in service to the community.

Glenmore also has a variety of committees that may interest you. If you'd like to volunteer and meet some of your neighbors who also share your interests, please contact the committee chair through the committee's email address that is listed on the GCA website. The committee chair will contact you to discuss what it is like to serve on the committee.

The GCA Board of Directors thanks everyone for the support we have been given during this past year. We all are looking forward to seeing you on Tuesday, February 25, 2020.

Sincerely,

Glenmore Community Association Board of Directors

Glenmore Community Association, Inc.

2020 Annual Meeting Agenda

7:00 p.m. Glenmore Country Club

1. Call to order and confirmation of a quorum
2. Confirmation of Annual Meeting Notice mailing
3. Approval of the 2019 Annual Meeting Minutes
4. GCA President's Report
5. Annual Budget Presentation
6. Committee Reports
7. Election of Directors
8. Old Business
9. New Business
10. Owners' forum

All Glenmore Community Association owners are encouraged to attend.

Annual President's Report

A full, seven-member board of directors, most of whom chaired one or more committees and served on other committees, led the GCA this year. We were fortunate to have two directors serving their second consecutive terms providing much appreciated continuity. The Club at Glenmore selected Vin Cibbarelli to serve in an appointed position; he joined in April, following David Swales' service in that role. As for staff changes, long-term maintenance manager, Frank Keplinger, stepped down from his position last summer, and John Kessler also left his ARB staff position. Stewart Ferguson moved from chair of the ARB to staff administrator of the ARB. Dottie Martin has continued to staff the GCA Compliance Committee.

The board revised the GCA's organization chart to reflect recent changes; specifically, our new relationship with our community management company now is reflected in the organization. We have been transferring work from committees to Associa in a gradual way to create a successful transition working toward a more policy centered board rather than an operations board.

The board approved a Glenmore Code of Ethics policy and asked that all board members, committee members and staff members sign the document. Board members also disclosed at each meeting whether the agenda posed any conflicts of interest.

The board decided in March to create a new strategic plan over the course of the year as a committee of the whole, rather than recruiting a new strategic planning committee as was done in 2013. Planning involved talking with key informants, such as past GCA board members and members of the 2013 Strategic Planning Committee as well as many residents. Additionally, a survey of the community was authorized and its results were published in December. The board decided on overall priorities for each of its areas of function and then specific initiatives were developed for each committee for 2020. Rather than map initiatives for five years ahead, it is the plan for the board to annually assess progress and then create appropriate initiatives for each of the committees for the following year. In this way, we hope to make the strategic priorities an integral part of the board's work each year.

The board met with one of Albemarle County's Emergency Preparedness planners to learn about types of emergencies our community could face and how to prepare. Interested residents were offered a session with one of the planners to learn about individual and family preparedness. About a dozen people attended the session and the planner assured us of future educational opportunities.

The board monitored the progress of Breezy Hill's rezoning request and attended hearings about it with the Albemarle County Planning Commission.

Over

Glenmore residents were made aware of the submissions and hearings and were encouraged to attend. The board will continue to advocate for compliance with the 2010 Master Plan that recommends traffic problems on Rt. 250 be solved before more developments are approved.

In collaboration with the Running Deer community, we hosted a forum wherein the Glenmore residents could meet and ask questions of the candidates standing for election as the Scottsville District's Supervisor. This enabled the candidates to better understand the needs of our communities and began the relationship between the board and our new supervisor.

The board endeavored to keep the community up to date with its work and the work of its committees through contributing articles to more frequent newsletters. Thirty-one newsletters were sent, roughly twice as many newsletters as in past years.

Secretary's Annual Report

The BoD Secretary Officer is responsible for the management of all corporate documents:

- Covenants and Restrictions
- Resolutions
- Regulations
- Board of Directors Meeting Minutes

Significant activities in 2019:

- We have made available to the community via the GCA Website all corporate documents and have improved the organization and structure of the various document directories for easier access and use by GCA members.

Treasurer's Annual Report

2019 Budget Execution (unaudited). We finished 2019 at \$15,691 over our original 2019 budget, and we over-expended our 2019 revenue by \$21,042. We were able to absorb that over-expenditure because we had sufficient unallocated reserves. At 31 December year end close (YEC), the GCA held \$152,471.78 in our PP&B Operating Account (#1000), and \$48,312.14 in our VA Common reserve operating account (#1327). The VA Common account generally holds operating funds that exceed the \$250,000 FDIC threshold. At Year End Close (YEC) the total cash in all GCA accounts is \$1,161,048.82 for which \$1,070,769.00 is held in allocated reserves and \$90,279.82 is held in unallocated reserves. Our allocated reserves for specified projects are fully funded, affording the GCA with the lowest risk of unanticipated special assessments into the future. At YEC, the GCA held two Money Market and nine Certificate of Deposit accounts valued at \$1,008,577.04 and earning between 1.5% and 3% ROI. As required by our GCA C&Rs, these CD and MM investments are guaranteed by the Federal Deposit Insurance Company. We "ladder" our investments over one, two, and three years so that they mature at different times to ensure that funding is readily available for emerging or planned requirements.

Delinquent Accounts. We closed 2019 with 16 delinquent accounts (values greater than \$400), including four delinquent accounts greater than \$1000.00 for a total of \$21,604. Any member who is delinquent by \$1.00 is NOT a *Member in Good Standing*, impacting the ability to vote at the annual meeting. In 2019, we approved a regulation to apply a 5% late fee plus processing fees to accounts that are 65 days past due. At 95 days past due, our attorney sends a final 10-day notice of lien, and 11 days later executes a lien on the property. To collect on one long term delinquency, the GCA investigated foreclosure, but determined it would cost far more than we could recover. That house has since been auctioned.

2020 Budget Approval. On 17 October, the Board approved the 2020 budget. Our 2020 budget projects operating expenses at \$1,060,454 with income anticipated at \$1,060,330. In order to cover our operating expenses with the planned revenue, we increased the GCA assessment fee by \$16.00 per year for

2020. This 1.57% increase in the annual assessment raised the fee from \$1020 to \$1036 per annum.

2018 Independent Audit. As required by our C&Rs, Monfalcone & Garris has completed the draft of the 2018 audit with an unqualified (clean) audit opinion. The audit report is in final preparation and will be posted to the GCA web site. We are reconciling depreciation values for our physical assets. We will initiate the 2019 independent audit in January 2020.

Associa for GCA Accounting and Bill Paying. The GCA completed our second YEC with Associa managing our accounting and bill paying. We are pleased with the results, significantly reducing the number of manhours required for the Board to manage financial operations.

Competing Contracts to Reduce Costs. The GCA uses a best business practice, competing and awarding multi-year contracts to lower costs. As examples, the Roads Committee competed the Roads Engineering Study, and the CARB competed the Safety Sidewalks engineering study. While this creates additional up-front work, the GCA has generally experienced significant savings through competition.

Equestrian Center Loan Refinancing. Our Equestrian Center loan had a \$691,500 balloon payment due on 29 August 2019. With rising interest rates, the Board refinanced the EC loan on 6 Feb 2019, paying down \$150,000 of the \$691,500 from unallocated reserves. The Board amortized the loan over five years (vice the original 15 years). This doubled our monthly payments (\$10,247.74 vice the original \$5,016.33), however it will save \$201,000 in interest payments. In order to pay the higher mortgage payment without increasing homeowner assessments in 2019, we estimated we would need to borrow \$62,777 per year from allocated reserves each year for five years and then pay back the allocated reserves in years six through ten through interest payment savings. (We validated this payback strategy with our independent auditor.) In 2019, we have been able to pay the higher monthly payment without borrowing from allocated reserves. At 2019 YEC, the GCA determined that we had sufficient unallocated reserves to pay down an additional \$150,000 in loan principal. That reduced our loan principal to \$310,509.81 on 31 Dec 2019 and will save the GCA an additional \$37,277 in interest payments. This additional principal payment means we will pay down the loan in 44 months vice 60 months.

2020 Glenmore Community Association Budget

Approved by the Board on 17 Oct 2019

	2019 Budget	2019 Actual unaudited	2020 Budget	GCA Chart of Accounts Code
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Lots and Dues

Average Number of Lots

839	839	843	
\$1,020	\$1,020	\$1,036	
0%	0%	1.57%	

Dues per GCA Lot

% increase

Revenue

Dues (Net)

\$845,980	\$851,067	\$873,348	4000
\$58,523	\$43,004	\$58,523	4814
\$15,000	\$18,000	\$15,000	4125
\$24,550	\$19,059	\$29,119	4910
\$30,000	\$27,500	\$30,000	4205
\$1,000	\$424	\$0	4835
\$0	\$1,542	\$500	4710
\$975,052	\$960,596	\$1,006,490	

Glenmore Country Club's Share of Guard Fees

Construction Impact Fees

Interest Earned (Including Reserve Accounts)

ARB Income from New Builds

Other Revenue

Late Fees

Total Revenue

Expenses

Administration

Miscellaneous Administration

\$3,000	\$2,592	\$3,000	5000
	-\$665		5025
\$5,000	\$8,037	\$5,000	5210
\$1,600	\$315	\$1,000	5115
\$54,000	\$49,604	\$70,000	7040
\$4,800	\$2,400	\$0	5075
\$7,600	\$5,700	\$0	5225
\$12,000	\$9,000	\$0	5020
\$2,800	\$1,400	\$3,000	5027
\$15,000	\$0	\$15,000	5205
\$30,000	\$23,750	\$30,000	5005
\$5,000	\$2,358	\$15,000	5200
Sub-total	\$140,800	\$104,491	\$142,000

Construction Impact Fees (Bond returned on completion)

ARB - Stipend

Community Outreach

Animal Control

Wild Animal Removal

\$2,500	\$2,961	\$2,500	6445
\$6,000	\$5,056	\$6,000	6155
Sub-total	\$8,500	\$8,017	\$8,500

Dog Stations

Common Area Maintenance

Irrigation Line Maintenance

\$1,500	\$2,299	\$1,500	6200
\$40,000	\$8,921	\$12,000	6199
\$2,500	\$263	\$4,000	6685
		\$8,200	6685

Landscape Maintenance (New Reqmt)

Multi-Use Trail Maintenance

Hiking Trail Improvements, signage,maintenance

PortaPotty and other Rentals
 Tree Maintenance and Removal
 Tree Additions & Replacements
 Turf Maintenance Contract
 Mailbox Maintenance & Repair
 Sports Field Maintenance/Equipment

	\$1,100	\$958	\$1,100	5085
	\$10,000	\$9,211	\$10,000	6165
	\$3,000	\$0	\$3,000	6160
	\$80,000	\$104,780	\$104,470	6100
		-\$300		6655
	5000	\$930	\$5,000	6710
Sub-total	\$143,100	\$127,062	\$149,270	

Residential Area Maintenance

Leaf and Limb Removal

	\$25,000	\$57,361	\$25,000	6130
Sub-total	\$25,000	\$57,361	\$25,000	

Storm Emergency Cleanup

Snow Removal
Storm Cleanup

	\$20,000	\$11,625	\$20,000	6442
	\$5,000	\$562	\$5,000	6755
Sub-total	\$25,000	\$12,187	\$25,000	

Water Resources

Dams & Pond Maintenance
Ponds Utilities
Dam, Pond & Stream Regulation
Dam/Pond Consulting

	\$25,000	\$14,740	\$35,000	6580
	\$6,000	\$3,233	\$5,000	6017
	\$10,000	\$0	\$5,000	6630
	\$4,000	\$0	\$4,000	7005
Sub-total	\$45,000	\$17,973	\$49,000	

Roads

Road Resurfacing and Repair
Walking Path Maintenance

	\$50,000	\$9,634	\$15,000	6760
	\$5,000	\$490	\$5,000	6740
Sub-total	\$55,000	\$10,124	\$20,000	

Professional Services, Insurance & Taxes

Attorney and Related Professional Services
Strategic Planning
Auditor
Tax Preparation
Federal & State Income Taxes
Insurance
License and Other Taxes

	\$20,000	\$13,618	\$25,000	7020
			\$3,000	TBD
	\$8,200	\$2,000	\$8,200	7000
			\$900	7000
	\$500	\$0	\$500	9000
	\$20,000	\$23,433	\$20,000	5400
	\$1,680	\$1,686	\$1,600	6300
Total	\$50,380	\$40,737	\$59,200	

Gatehouse

Gatehouse Maintenance and Repairs
Supplies
Computer and Software Maintenance
Equipment Maintenance and Services
Utilities
Securitas Remote Cameras
Holiday Bonus
Guard Contact

	\$5,000	\$1,643	\$5,000	6615
	\$1,000	\$1,196	\$1,000	5090
	\$500	\$0	\$500	6675
	\$2,000	\$2,345	\$2,000	6410
	\$8,000	\$7,214	\$8,000	6075
	\$4,894	\$1,473	\$5,000	6730
			\$1,000	TBD
	\$234,090	\$229,621	\$234,090	6404
Sub-total	\$255,484	\$243,493	\$256,590	

Crime Safety

Safety Patrol
Vehicle Maintenance

	\$12,480	\$0	\$14,976	6440
	\$1,000	\$321	\$1,000	6775
Sub-total	\$13,480	\$321	\$15,976	

<u>Operating Budget Contingency</u>	\$13,000	\$155	\$20,000	6795
<u>Annual Contribution to Reserves Account</u>	\$124,848	\$124,848	\$147,345	9800
Total Operational Expenses (less Equestrian Ctr)	\$899,592	\$746,770	\$917,881	

2020 Glenmore Community Association Equestrian Center Budget

Equestrian Center Revenue

Farm Lease	\$42,000	\$47,000	\$48,000	4400
Truck & Trailer Lease	\$1,800	\$5,841	\$5,840	4402
EC Late Fees			\$0	4710
Total Glenmore Farm Revenue	\$43,800	\$52,841	\$53,840	

Equestrian Center Expenses

Pest Control		\$500	6515
Rings	\$39,000	\$0	\$0 6530
Building/Carpentry Repairs	\$8,000	\$9,437	\$500 6515
Appliance Repair			\$500 6515
Septic Repair			\$500 6515
HVAC Repair			\$500 6515
Stone			\$1,800 6515
Water piping	\$4,000	\$598	\$500 6695
Drainage	\$3,000	\$0	\$800 6620
Improvements of pastures	\$2,000	\$3,822	\$3,000 6610
Fence repair maintenance & supplies	\$0		\$1,000 6560
Equipment Repair			\$8,000 6515
Unplanned Expenses	\$3,000	\$16,354	\$2,000 6795
Total Equestrian Center Expenses (Not to Exceed)	\$59,000	\$30,210	\$19,600
Equestrian Center Debt Service	\$60,196	\$257,499	\$122,973 5060
Total Equestrian Center Expenses	\$119,196	\$287,709	\$142,573

2020 Total GCA Expenses Including Equestrian Ctr	\$1,018,788	\$1,034,479	\$1,060,454
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Net Total Revenue less Total Expenses (incl EC)	\$65	-\$21,042	-\$124
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2020 Glenmore Community Association Reserves Expenditures

Expenditures from Reserves (less Equestrian Ctr)

Recreation Area Construction	\$29,000		\$0	3238
Street Signage	\$5,000	\$7,871	\$5,000	3250
Road Signage	\$5,000	\$6,960	\$7,500	3252
Gatehouse Hardware and Software Replacement	\$0	\$501	\$0	3242
Total GCA Reserve Expenses	\$39,000	\$15,333	\$12,500	

Expenditures from Reserves (Equestrian Center)

Perimeter Fence Repairs/Maintce - Glenmore Way	\$8,000		\$7,500	6560
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Fencing - Paint Pasture Fences (1x per 5 yrs)
 Barn Siding - Paint 25% per year for 4 years
 Rings/Footing (\$35K per yr for 3 years)
 Eq Ctr Reserves (Washer, Reserve Study)
 Add Asphalt
Total Equestrian Center Reserve Expenses

		\$6,500	TBD
		\$12,000	TBD
		\$35,000	TBD
\$0	\$5,916	\$0	3214
\$0		\$0	
\$8,000	\$5,916	\$61,000	

Cash Reserves at FY19 Year End Close (YEC)

Allocated Reserves at FY19 YEC (31 Dec)
 Unallocated Reserves at FY19 YEC (31 Dec)
Total Cash reserves (allocated and unallocated)

\$1,070,769
\$90,280
\$1,161,049

Name: David Breneman
Address: 3208 Heathcote Lane
Years in Glenmore: 11 Years

Statement for GCA Board candidacy of David Breneman

David Breneman and his wife, Donna Plasket, purchased their home in Glenmore in 2009, and he was elected to the GCA Board for 2012 and 2013. Breneman has served as president of Kalamazoo College, as dean of the Curry School of Education at UVA, and as president of The Society of the Four Arts in Palm Beach, FL, from which position he retired in September 2019. A Ph.D. economist and experienced administrator and board member of educational and other nonprofit organizations, his approach to leadership and service is to seek ways to help an already strong organization become even better.

We have been asked to spell out our vision for Glenmore. I believe the community is generally in fine shape and does not call for transformative actions on the part of GCA. What is needed are Board and committee members, as well as community members at large, committed to solving the numerous issues that inevitably arise each year. Some of the irritants are outside our direct control, such as traffic on 250, the impact of Rivanna Village and the potential development of Breezy Hill, and in these cases GCA must work as an active advocacy group. Internal issues, such as finance and budgeting, road and common area maintenance, speeding, pedestrian safety, trails, architectural review and the equestrian center require steady attention and a Board alert to the views of residents. Firmly committed to Glenmore, I will bring proven problem-solving experience to bear on these and other issues facing our community.

**Glenmore Community Association
Board of Directors Nominee Information
2020**

Name: Vicki Kimberling

Address: 3667 Newbridge Road

Years in Glenmore: 1.5

Relevant personal and professional experience

Which of your personal and professional experiences do you believe will most contribute to the work of the GCA Board of Directors?

I am recently retired with 25+ years of experience in enterprise systems project management, system integration and business planning. My previous roles include:

- Senior Vice President with Bank of America where I was responsible for systems architecture and global general ledgers.
- Senior Principle with Technology Solutions Company, where I worked as a consultant leading large enterprise system implementations with a primary focus in the telecommunications industry.
- Strategic and Business Planning Manager with Ericsson Wireless Communications where I developed strategic plans and related forecasting tools.
- My hobbies include robotics, music, working out and travel.

Vision for the Glenmore community

What are your views and hopes for the Glenmore community and the major issues you foresee?

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- I recently moved to Glenmore in July of 2018 with my spouse of 30 years, Sarah McCall, and dogs Rigby and Jin gyi. In just a very short time we have come to love our new community and exploring this wonderful area of Virginia. I have been surprised to find myself lured from my gym workout routine into pickle ball, tennis and platform where I enjoy both the sports and the camaraderie.
- My vision for Glenmore is simple: build on the great foundation of quality (infrastructure, homes, amenities, outdoor life, neighborliness) and enhance with technology and diversity.

Glenmore Community Association
Board of Directors Nominee Information
2020

Name: Thomas White

Address: 3375 Marsden Point

Years in Glenmore: 3

Relevant personal and professional experience

After graduating from law school, I practiced law briefly in Philadelphia, and then as an attorney-advisor in the office of Tax Legislative Counsel in the U.S. Treasury Department. Then, I joined the faculty of the UVa Law School, where I have taught for fifty years, beginning in 1967 and retiring in 2017.

Originally, I taught primarily courses in Federal Income and Estate Tax. Subsequently, I included courses in Domestic Relations where much of my scholarly work has involved tax issues that impact marital settlements. In this respect, I was actively involved in dealing with related issues through the Tax Section of the American Bar Association. Then, in the late 1980's until retirement I have taught real estate transaction courses analyzing equity investment in real developments. In preparing these courses, I used information from current transactions, often in the Charlottesville area. One area of great concern to me has been affordable housing, and the tax incentives designed to support private investment in affordable housing. I have participated in the development and publication of course materials, the most recent edition of which is still being taught in other law schools. Later in my career, my course work focused on legal problems in managing the financing of retirement and in aging.

Work on the Law School faculty has included a two-year term as the chair of the University Faculty Senate Executive Committee, that during a period of fiscal restriction in the early 1970's, and six years on the University Benefits Committee.

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I am a graduate of Williams College and the University of Pennsylvania Law School. In the tax area I have been on the staff of Tax Legislative Counsel in the U.S. Treasury Department, and, subsequently, on the staff of the Joint Tax Committee of the U.S. Congress.

In Charlottesville, I have lived on University Circle, and then subsequently in Bellair. After my then wife died from cancer, I met and married Gayle, whose husband has also died from cancer. Together, we have purchased the residence in which we live in Glenmore and, while we have been here only three years, we have immensely valued our experience living in this community. This experience leads me to volunteer to work on the governing board to do what I can to support the warm and friendly community that we value.

Vision for the Glenmore community

What are your views and hopes for the Glenmore community and the major issues you foresee?

Because of the value I put on the community friendly place we have found Glenmore to be, I will work to maintain that most important aspect. Now that Glenmore has a professional management group, my concern there will be to make sure that their work is consistent with our community's objectives and to keep our members informed about that work and about how the Glenmore Board uses the resources supported by our annual dues.

My real estate development experience leads to my concern for continuing development in Glenmore, and the relationship between newer construction and preexisting parts of Glenmore. Development projects outside Glenmore, which may impact the welfare of the Glenmore community both immediately and in the future, will also need to be monitored, much as we now do for the proposed Breezy Hill development. As far as the Rivanna development is concerned, I think that care will need to be taken to manage the relationship between that development and the amenities that Glenmore offers, particularly for that part of Glenmore adjacent to the development. Other residential development outside Glenmore seems inevitable, so this will be a continuing problem as possible traffic improvements in this respect seem rather limited.

One aspect of Glenmore that I find most attractive is its walking trails apart from the paved portions that follow some streets. This is an interest on which I would work as a member of the Board.

Glenmore Community Association, Inc

ANNUAL MEMBERSHIP MEETING February 25, 2020 7:00 PM

PROXY BALLOT

CANDIDATES: Complete the following to cast your vote using the Proxy Ballot. Vote for no more than three (3) candidates. If more than three votes are cast, this portion of the ballot will be invalid. Use an ink pen to mark the Ballot and initial any change you make. I cast my vote for:

David Breneman

Vicki Kimberling

Thomas White

PROXY MUST BE SIGNED BY THE OWNER

Signed this _____ day of _____, 2020.

Signature of **Voting Owner**

Print Name:

Print Lot Address: _____

DIRECTED PROXY & BALLOT

The above signed Voting Member(s) of the Association, does hereby make, constitute and appoint:

_____, a **Voting Member of the Association** residing at

OR

Deborah Conway, President of the Association,

the "Proxyholder", as his/her/their attorney-in-fact and proxy to vote on his/her/their behalf on all matters that may be considered at the Annual Meeting to be held on February 25, 2020 and at any adjournment or continuation thereof. This proxy shall be revocable by the undersigned until it is exercised, but in any event shall terminate at the close of the meeting or any adjournment or continuation thereof. [NOTE: If the blank above is not filled in, the President of the Association will be deemed to be the appointed Proxyholder.]

The above signed instructs the Proxyholder to vote on any matters that come before the Annual Meeting for a vote. If the above signed has not cast his/her vote for candidates, the Proxyholder may vote at his or her discretion.

See Instructions on Reverse side

Glenmore Community Association, Inc

Instructions for Submitting Your Proxy

1. If you are signing in a representative capacity, please give full title as such. If the property is owned by a corporation, please sign in full corporate name by president or other authorized officer. If the property is owned by a partnership, please sign in partnership name by authorized partner(s). If the property is owned by an LLC, please sign in the LLC's name and indicate your capacity as a member, or manager if applicable. If the proxy is signed by an entity representative, that person represents that he has authority to sign this Proxy, and in no event, however, shall the Association be liable in the event the proxy is signed by someone without authority to do so.
2. There are five ways to deliver your proxy for the Annual Meeting:
 - a. Deliver the proxy ballot in person at the Annual Meeting on February 25 at 7PM at the Glenmore Country Club; OR,
 - b. Deliver your proxy to another Owner who will be attending the Annual Meeting; OR,
 - c. Mail the completed proxy to Glenmore Community Association, 1524 Insurance Lane, Suite C, Charlottesville, VA 22911; OR,
 - d. e-mail your proxy to Tim Durrer, tdurrer@communitygroup.com ; OR,
 - e. Place your proxy in an envelope marked "Proxy Ballot" and leave it at the Gatehouse.

If you choose to mail your proxy or drop it off at the Gatehouse, it must be received no later than noon on Monday, February 24, 2020 in order to be included with the votes.

3. You may revoke a submitted proxy prior to the start of the meeting in one of two ways. Either submit your revocation to Tim Durrer, Community Manager, in writing to the address above or via email at tdurrer@communitygroup.com no later than noon on Tuesday, February 25, 2020 OR you may attend the meeting in person and notify one of the election officials during registration that you wish to revoke your previously submitted proxy.

PLEASE NOTE: If you do not plan to attend the Annual Membership Meeting, it is imperative that you return your proxy. We need at least 30% of the total voting membership present at the meeting, either in person or by proxy, to constitute a quorum.

GLENMORE COMMUNITYASSOCIATION, INC.
2019 ANNUAL MEETING MINUTES
FEBRUARY 21, 2019 - 7:00 P.M.
GLENMORE COUNTRY CLUB

BOARD MEMBERS PRESENT: Chuck Axten, Art Peters, Deborah Conway, Kevin Fitzpatrick, Bob Smith, Ray Murphy and David Swales.

I. WELCOME AND CALL TO ORDER

GCA President Chuck Axten welcomed everyone and called the meeting to order at 7:07 PM.

II. OPENING REMARKS AND INTRODUCTION OF BOARD MEMBERS

A. GCA President Axten noted this was the 26th annual meeting of the association. He introduced the board members by giving a brief description of responsibilities of each one and then introduced GCA legal counsel Frank Buck. He thanked the many volunteer members of the community who work on different committees.

Mr. Axten recognized and thanked the GCA staff, Frank Keplinger, GCA Chief of Maintenance; Trevor Joscelyne, Webmaster, IT guru and master of gate/security systems; Dottie Martin, Compliance Officer; and Stevia Anda, Board Secretary. Stewart Ferguson also serves as ARB chairman.

Mr. Axten indicated that he would be addressing his PowerPoint presentation on the screen and the meeting would basically follow the agenda as mailed out in the packet. The chief business this evening was to elect three members for two-year terms.

II. APPROVAL OF MINUTES:

The minutes of the 2018 annual meeting held February 15, 2018 were motioned and approved.

III. ELECTION OF THREE (3) DIRECTORS FOR 2019-2020 GCA BOARD

Mr. Axten noted that the ballots were delivered by mail and that voting was being completed as members entered tonight. Carl Staton was introduced as the Voting Proctor. Mr. Staton asked if anyone had not voted and asked that voting be closed officially. Mr. Axten left the voting open so that all ballots could be returned. Voting officially closed at 8 pm.

IV. PRESIDENT'S SUMMARY of 2018:

Mr. Axten gave an overview of the state of the G.C.A. and left time for questions.

TREASURER'S REPORT

- GCA finished the year under budget
- Approved Budget for 2019 - \$1,018,852
- Glenmore Residents' Annual Assessment to remain at \$1020/Year in 2019
- Total cash in all GCA accounts at the Year-End Close - \$1,098,509

Allocated Reserves - \$962,185 (Specified projects are fully funded, lowering risk of unanticipated expenses)

Unallocated Reserves - \$236,324 (Unaudited)

- Cash now held in laddered FDIC Insured Interest-Bearing CD's (1.7-3%)
- Independent audit of 2017 Finances completed with an "Unqualified" (Clean) opinion from auditors and is available on GCA website. We are starting audit of 2018
- Implemented program to require competitive bids on all significant contracts
- Completed refinancing of Equestrian Center loan using 5-year term rather than 15 years (saving \$200K in interest)
- Stepped-up program to identify and collect from delinquent residents' accounts. Number down to fewer than 10.
- Re-negotiated County Waste contract (cheaper than the other waste haulers who are able to serve neighborhoods of similar size)

GOVERNANCE & ACTIVITIES

- GCA governed by a seven-member board
- Challenging year for board members
 - Passing of board member and resignation of another board member
 - New GCC Representative has been David Swales
- Necessitated significant juggling of responsibilities
- Many committees staffed by both board members and volunteers:
 - Architectural Review Board – Stewart Ferguson
 - Architectural Review Committee – Deborah Conway
 - Common Area Review Board – Kevin Fitzpatrick
 - Compliance Committee – Dottie Martin
 - Equestrian Center Committee – Bob Smith
 - Roads Committee – Bob Smith
 - Security Committee – Art Peters
 - Water Resources Committee – Chuck Axten
 - Communications – Kevin Fitzpatrick
 - Budget and Finance – Kevin Fitzpatrick
 - Nominations and Elections – Ben Benjamin

ARCHITECTURAL REVIEW BOARD (ARB)

- Works directly with developers and builders operating within Glenmore
- Twenty new homes approved for construction in 2018 (Versus 13 in 2017)
 - Stanley Martin, Craig Builders, Selinger, Pace, and Dobson
- Expect about same number of new home submissions in 2019
- Approximately 110 remaining unbuilt lots

ARCHITECTURAL REVIEW COMMITTEE (ARC)

- Responsible for reviewing and approving proposed changes to existing home exteriors and yards
- Uses Covenants & Restrictions (C&R's) and Architectural and Landscape Guidelines for direction
- During 2018, 141 submissions received, and more than 99% approved
- Significant increase in submissions over the previous year
 - Growing understanding of the need for ARC approvals
 - Age of older homes and landscapes
 - Replacement of dying trees
- Improved recordkeeping and response time now resulting from software provided by Associa.

COMPLIANCE COMMITTEE REPORT

- Oversees property compliance with Glenmore C&R's and other community regulations

- Compliance Officer contacted by concerned residents who note possible infractions
- In 2018, inspections resulted in sending 74 "Friendly Reminder" letters and two legal letters
- Common violations noted
 - Unkempt properties due to excessive weed/grass growth (bigger issue due to rain)
 - Failure to store garbage cans out of sight
 - Mailbox repainting
 - Overnight parking of vehicles

COMMON AREA REVIEW BOARD (CARB)

- Responsible for all issues relating to common areas in Glenmore
- Competitively bid and awarded new landscaping and snow removal contract to D&D, which will lower costs significantly (\$5000 less than last year)
- Increased CARB budget to address
 - Animal control programs
 - Replacement of equipment
- Established CARB database and Cloud storage to improve record keeping
- Built new dog park and significantly improved equipment and facilities at the Sports Field
- Implemented project to reconcile Common Area land records with County records
- Introduced GCA Fall Festival
 - Cancelled this year due to rain
 - Planned for next fall

SECURITY COMMITTEE

- Responsible for all security issues throughout the community
- Specific security issues noted this past year
 - Break-ins at club cart garage and damage to golf course
 - Occasional vandalism at the Sports Field
 - Limited number of vehicle break-ins
 - Two unsuccessful vehicle perimeter incursions
 - Resident speeding issues with near misses of pedestrians
- Initiated negotiations with Securitas Inc. to
 - Upgrade the hardware at the front entry gate
 - Improve observation of remote locations (Sports Field and Running Deer Gate) in the Community
- Added lighting approaching Gatehouse
- The GCA Board has decided to further explore having a police presence within Glenmore
- However, as a community, we desperately need residents to change their behavior to control their speed to avoid the potential for deadly pedestrian/vehicle accidents
- Other measures are currently being investigated including the installation of speed cameras and possible penalties

WATER RESOURCES COMMITTEE

- Responsible for all ponds and surface water control throughout the community
- Recently received notice from the VA Department of Conservation and Recreation that the inspection application for the Glen Lochan Pond/Dam had been reviewed and accepted
- Currently evaluating consulting engineers' reports concerning recommendations for

Pond/Dam Maintenance/Improvements

- Practicality
- Cost effectiveness
- Achieving regulatory compliance

ROADS COMMITTEE

- Responsible for managing the ongoing resurfacing and maintenance of all roads within Glenmore
- During 2018, sealed cracks identified during the spring inspection with hot asphalt
- Made repairs to walking paths throughout the Community based on suggestions from residents
- Total expenditures for road and walking paths repair in 2018, \$22,788. Costs expected to increase in the future. Future road costs fully funded in the Allocated Reserves Plan.
- New subcommittee formed to address need for, and location of, new walking paths throughout the community
- Sponsored separate residents' group addressing Route 250 Traffic. Sixty-two people attended. Betsy Baten reported that there was no plan to change Route 250 to Glenmore anytime soon as there is no money budgeted. She recommended that all residents write to VA State Representatives, the county and the Virginia Department of Transportation. The "squeaky wheel gets the grease." The report is available from Ms. Baten.

EQUESTRIAN CENTER COMMITTEE

- Oversees the GCA's interests in the maintenance and operation of the Equestrian Center property
- During 2018, \$30,419 spent on fence repairs and other improvements to the property
- Rent received from the property totaled \$45,670
- During the year, the committee worked with representatives of Cadeaux Show Stables to address rent delinquency and facility issues and to negotiate a new five-year lease for the facility
 - Negotiations have been difficult and time-consuming
 - No agreement to date on specifics of new lease
 - Current lease terminates February 29th, 2020
- Board feels that Glenmore is better off with an equestrian facility in place rather than without.

MOVEMENT TOWARD PROFESSIONAL MANAGEMENT

- Board members and other volunteers are spending considerable time on community activities
- Additional professional management needed to run an organization with a budget of this size.
- Initial integration of Associa, Inc. into routine functions already begun
 - Accounting and bill paying, some administrative duties
 - However, much further to go on moving to professional management
- Meanwhile, our board and committees remain fully engaged and busy
- Board members and other volunteers are spending considerable time on community activities
- Meanwhile, our board and committees remain fully engaged and busy

CONCLUSION

The community is in good financial and operational shape. There is a broad array of issues effectively managed. There are myriad issues arising in the future that will require increasing

professional support. Mr. Axtен asked for an active and invested resident participation.

V. VOTING RESULTS:

Carl Staton, Voting Proctor, announced that there was a tremendous turnout for this election. There were 320 ballots, which are more than needed for a quorum.

Vote:

Steve Antonellis	216
Jim Colbaugh	130
John Crawford	84
Kevin Fitzpatrick	240
Susan Worden	241

The new GCA Board Members are Steve Antonellis, Kevin Fitzpatrick and Susan Worden. Congratulations to them. Mr. Staton will provide Associa with a certification of the vote.

VI. QUESTIONS/ISSUES FROM MEMBERS IN ATTENDANCE

1. *Diana Ferguson* Ms. Ferguson thanked the Board for their service and recognized the new board members just elected. She applauded the effort in trying to put records together but is concerned that we are not using the intellectual capital put together in the past. One is the Traffic Calming Study of two years ago. She is hopeful that we are not studying walking paths and the calming of traffic without getting into the detail of a study that was very laborious, very detailed and involved every resident of this community. She encouraged the new committee and the new Board to look into what was done in the past.

The second was the Equestrian Center. She said that there is a detailed Business Plan that was put together for the Equestrian Center and the numbers given are below what they had anticipated because they knew what was required to put that place in order. She encouraged people to access the records that are there.

She also asked what the response was from the community after being asked about police patrols coming into the community. Did the Board make a decision based on DUI and speeding and that people would get violations? She would like to understand how the community voted and why the Board made a decision to discount that vote or why they did not come back to the community after informing them that the patrols could result in violations.

Mr. Fitzpatrick answered that 85% of the people that responded to the survey said that they would like the police patrols in the community. When the Board started to talk to the police about patrols, it was assumed that the prior agreement where police could not write ticket and several other things. With the new discussion, the Board found that the police could write tickets and they could do things that were not part of the previous agreement. The Board felt that it would be inappropriate for Board to make the decision for police patrols without going back to the community for more feedback.

Mr. Axtен replied to the inquiry about the Equestrian Center, saying they are aware of the business plan that was put together which is the reason that they went back to Cadeaux. They realize there are additional improvements needed. Mr. Smith further explained that the expenditures made were precisely according to the plan that was put together. Further,

he said that the expenditures for the second year exceeded the amount of money that was in the plan. During the last year, he stated that Cadeau had short paid their rent. It has since been brought current. The first year was a net negative spending more on the facility than received in rent. The second year, the GCA got more money in rent revenue than was spent. In the third year of the lease, they will similarly receive more rent than is to be spent. According to the plan as it was when they were brought in, it will be a positive in terms of money to Glenmore over a three-year period. At present, it is a bit negative.

2. *Nancy Dettor:* At the time that GCA bought the Center, she offered to be help but was told that her assistance was not needed. Further, she stated that running a stable is not the same as running an apartment building and people should understand there are repairs needed on the roof, termite infestation, basic footings are caving in and the rings do not drain. She feels that the GCA should be very happy that anyone is renting it. There are not enough paddocks for them to use all the stalls. As far as the committee, she understands that it has been very hard to negotiate with. She encourages the committee to meet with them.

Answer: Mr. Smith replied that he was the chairman with a committee of Charlie Carter and Bill Anda. With regard to rings not being in decent shape, the committee met with Cadeaux starting in February asking them what they felt needed to be done to make this facility an attractive facility for them to stay long term. Cadeaux defined what those issues were and the committee, collectively, estimated what they thought it would cost and offered, in a five-year lease, to spend that money, much of it up front, in order to induce them to sign a five-year lease. He felt that the Board had been responsive to all their requests for information. Cadeaux was not happy with all the responses they have been given, but the negotiations have been rather robust. Cadeaux has been met with more than 10 times since last February in an attempt to negotiate something that is satisfactory and have offered them a lease which has essentially the same terms as the current lease with more attractive financial circumstances today and they have chosen not to respond. Part of the money that had been committed to be spent if there were a new lease signed, was to have been for the barn. The Board has tried to negotiate in small groups--multiple times without success--sometimes with lawyers present to negotiate. Mr. Smith said that he does not have the knowledge of how to run a facility, but that he is committed to getting them to stay here in a way that is good for them and good for Glenmore.

Dettor: When was the last time you met with them? *Mr. Smith:* January 28th and Mr. Parks of Cadeaux attended the last board meeting and he was asked if, at that time, "are you intending to respond to our offer?" and he chose not to. So, the board is frustrated.

Dettor: I do not feel that the board has done their part. *Mr. Smith:* I would disagree with that and I have been involved with it all the way.

3. *Lanier Bogen:* I think the Equestrian Center is a huge asset to the community. My question is, if you are going to spend a million dollars on a piece of property, why are you not committed to maintain the property up front? If the roof is leaking, it needs fixing. If there is structural damage, it needs to be fixed regardless. So, my question is, why are you not doing this?

4. *John Battiston*: I think that many of us were here when we first voted to buy the property and what was said at that time. I'd just like to take a one to two minutes to read what was promised at that time and what the Board agreed to when the vote was cast. It says: "It is clearly important to our members that the equestrian center does not become a drain on the GCA finances, and this was one of the most-often mentioned concerns in the feedback we received. To that end we have put together a detailed plan of operating costs, income, and capital expenditures that we believe is readily achievable, and which will require no further funding from the GCA. There will be an attempt to recoup the cost of servicing the loan, as would be required if it were to be viewed purely as a business venture, rather than as an amenity. But other than that, we will require it to be financially self-sustaining operation. This requirement will be true whether the LLC continues to manage the center itself or decides to lease its operation to a third party." To that end, if I look at the budget for next year, the total Glenmore Farm revenue is \$43,800, total Glenmore Farm expense not to exceed \$59,000. A difference of \$16,000 that does not comply with what the Board went to the Community with and got the vote on. If you look back on the years when it was an LLC, it was the same thing.

Mr. Smith replied that the 2019 budget referred to was predicated upon achieving a new five-year lease and having that signed off on before the end of the year. It was felt that an agreement had been reached in October during the budget process. The Board agreed that they would spend more money up front on the rings and put more money into the buildings. It was front loaded and over the course of the five-year lease, it was significant to GCA in terms of cashflow.

5. *Jack Wilson*: My comment on what I am hearing tonight is we need a contingency plan other than Cadeaux to use the space for something else. One thing I'd like to suggest is possibly having it as a vineyard. There are plenty of vineyards around and we need to be looking for alternatives.

Mr. Axten commented that they had considered that possibility. In fact, they had a representative from King Family look at the property and their assessment was that it was insufficient for them given the quality of the land and their concern about pesticide use so close to homes. There are some limitations with zoning. Further, a termite inspection done earlier this year did not find termites and once again allegations made are not substantiated. The barn was built in about 1950 and the fact that there is structural damage to the facility does not come as a surprise. Mr. Fitzpatrick further remarked that the appraisal, which is available on the Google drive said that the property was in pretty good shape when it was completed prior to the purchase. Thirty per cent of the roof was replaced two years ago. The leases are also available on the Google Drive. Despite comments, it is the board's feeling that they have more than complied with the lease and tried to go overboard in the first year of the new lease, which, unfortunately did not result in a signed lease.

6. *Judy Nelson*: Ms. Nelson had a horse at the Glenmore Farm before Zach Parks, Cadeaux, came to Glenmore. She met with Zach and he told her that he was going to raise the board and that he intended to have 33 horses. She moved her horse because she felt that her horse would be spending 22 of 24 hours a day in the barn, which is what overloading the pastures would lead to. She had an additional question about the cutting of trees on the golf course.

Mr. Swales replied that the golf course does not have to abide by the same rules as homeowners. He explained that over the last 20-25 years, trees have grown and are not allowing for air circulation and are keeping out the sun, which is needed to grow grass. They took only ones that were problematic.

7. *Meg Curry: Commented that Glenmore is a wonderful community and that, whether everyone agrees with the board or not, they have worked very hard. She asked for a standing round of applause for the work done.*

VII. ADJOURNMENT:

A motion was made to adjourn, seconded and the meeting adjourned at 8:47 PM.

DRAFT

Architectural Review Board (ARB) Annual Report:

The Architectural Review Board (ARB) works directly with the developers and builders who are operating in Glenmore. This committee reviews and approves applications for new home construction in Glenmore. The committee approves architectural drawings, landscape plans and site layout. County codes must be met in addition to ARB approval. Since 2016, this function has been the responsibility of GCA after taking this over from Glenmore Associates Limited Partnership (GALP).

During 2019, 21 new homes were approved for construction as follows:

Builder	No. Approved
Craig Builders	12
Selinger	1
Stanley Martin	8
Total	21

Most of the new construction was in the Glenmore Highlands area, with 14 new starts in that section. There are 32 homes either occupied or under construction in the Highlands area, leaving 41 lots to be built out. In the Livengood area (Pendower), 33 homes are occupied or under construction, leaving 10 lots to be built out.

The masterplan for Glenmore provides for a capacity of 951 to be built throughout Glenmore. There are approximately 90 lots let to be built out, with about 13 privately owned lots scattered throughout the developed portion of Glenmore.

We anticipate ARB approval of about 20 homes again in 2019. At the current pace, most of our major build out will be completed in less than five years.

Architectural Review Committee (ARC) Annual Report

The Architectural Review Committee (ARC) is responsible for reviewing and approving proposed changes to existing home exteriors and yards. The Committee uses the Glenmore Covenants and Restrictions (C&Rs) and the Architectural and Landscape Guidelines for direction.

During 2019 ARC received 289 applications and approved more than 99%.

We processed more than twice as many applications as in 2018 due to the growing understanding of the need for ARC approvals, the institution of an online interactive application process, the increasing age of older homes and landscapes, and the increasing need to replace dying and diseased trees.

The Committee revised its Charter to expand to eight members to include representatives from the Bremerton Cottages, the Scottish Homes and the Highlands.

The Committee is meeting every month in the conference room at the Club at Glenmore and regularly posts the Committee agenda and minutes on the Glenmore website.

The Board of Directors passed two amendments prepared by ARC regulating woodburning firepits and raised garden beds.

Common Area Review Board (CARB) Annual Report

The CARB is responsible for the care and maintenance of all Common Areas within Glenmore. There are approximately 1800 acres of Common Area in Glenmore. This includes:

- Nature Trails
- Sports Field
- Dog Park
- Manicured and wild common areas
- Jointly owned Common Areas in Bremerton and Scottish Homes

The CARB is also responsible for:

- Roadside and Common Area maintenance
- Road plowing and salting
- Animal Control
- Signs
- Roadside bollards
- Gatehouse beautification
- New sidewalks

Significant activities in 2019:

- Our community management company, Associa, has started to manage day to day operations in all areas of CARB responsibility
- First phase of a multi year plan to improve the nature trails
 - Relocation of trails to minimize wet and muddy trails
 - Added drainage
- Deer Management continues to be a challenge by balancing the desires of the community and with several restrictions that have limited the numbers of deer removed from GCA
- A new sidewalk subcommittee of the CARB assessed the need for new sidewalks throughout the community. The GCA Board has approved planning for the first segment of safety related sidewalks on Newbridge and Farringdon Roads

Compliance Committee Annual Report

Glenmore Covenants and Restrictions (C+R's) and other community regulations are posted on the GCA website; as well, a copy of the C+R's are given to each new homeowner. Essentially, regulations are enforced to maintain home values.

Concerned residents notify the compliance office or a board member of an infraction of another resident.

In 2019, there were 89 infractions. Eighty-four were handled by a friendly letter and five more needed a more formal letter. In all cases, the infractions were resolved.

Some of the infractions most often reported to wit: cars parked overnight on the street, trash cans not properly secured, illegal signs, the need to trim trees and bushes, grass not mowed, and dogs running loose on a neighbor's property.

If an issue is unresolved by contacts and letters, a hearing before the GCA Board is scheduled; if the infraction is found to be valid, a fine can be imposed until the violation is corrected.

Equestrian Center Committee Annual Report

The purpose of the Equestrian Center Committee (ECC) is to protect the GCA's interest in the maintenance and operation of the Equestrian Center.

During 2019 the Equestrian Parcel was leased to Cadeaux Show Stables. In November they notified the GCA that they would not renew their lease which ends on February 29, 2020. Subsequently the Committee began to plan for a smooth transition as Cadeaux departs. In addition, we began the process of searching for a new equestrian tenant to lease the premises, and that process is ongoing.

In a survey of GCA residents taken in the fall of 2019, 61.45 percent of the 620 residents that responded stated that they either strongly agreed or agreed that "maintaining the Glenmore Farm as an Equestrian Center accessible to community residents for such things as boarding horses and horseback riding lessons is important to me."

In the summer of 2019 the Committee worked with the GCA Treasurer Kevin Fitzpatrick to arrange for a Reserve Study of the capital components of the Equestrian Center, primarily the fences and the buildings.

In 2019 we purchased a new washing machine and refrigerator/freezer for the barn, arranged for semiannual inspections and maintenance of the HVAC system at the barn, removed a large dead tree that was threatening to fall on a run-in shed, and arranged for a major fence repair/replacement project in the two large paddocks adjacent to Glenmore Way and Piper Way.

Recently we asked community members to contact the Committee if they were interested in taking lessons or boarding a horse at the barn. We received numerous positive responses from residents who want to take riding lessons, go on trail rides, and a few who are interested in boarding a horse or horses.

Moving forward into 2020 the primary goal of the ECC is to lease the equestrian parcel to a tenant who will provide the equestrian services desired by our residents and appropriate to their level of riding. We are also looking for a partner who will be financially successful and who will work with us to properly maintain the buildings and fences on our historic property.

Roads Committee Annual Report:

The Roads Committee is responsible for managing the ongoing maintenance program for Glenmore roads. There are approximately 20 miles of road work in Glenmore, including about three miles still owned by developers in Glenmore Highlands, Pendower and Glen Oaks. Maintenance generally consists of annual patching and sealing, replacement of road signs and managing the placement of the speed radar readout signs. A desire in 2018 to have walking paths become the responsibility of the roads committee did not fully materialize and the overall responsibility of all paths (both paved and natural) remains with the Common Area Review Board (CARB). The Roads Committee arranges for sealing and patching maintenance of the paved paths.

During 2019, the work to maintain the Glenmore roads entailed sealing with hot asphalt cracks and patch repairs, as identified during our Spring inspection. No work was identified for the paved walking paths in our 2019 plan. Difficulties were encountered in securing a reputable contractor due to road work demand in the local area, but the work was done late in the year. We spent about \$10,000 for this work. Keeping up with these repairs is necessary to extend the life of our roads and paths as they represent our largest expected future outlays of reserve funds.

As required by our Covenants and Restrictions, we are obligated to perform an engineering reserve study every five years. A study was commissioned in 2019 to comply with this mandate. The report was issued in January 2020, with no unusual surprises. Our road maintenance program continues keeping our roads in good shape, but diligence is necessary to get the expected life out of the roads before the next major repair work of a hot-melt asphalt (HMA) application. Our reserve study anticipates the next HMA applications will start in 2037.

Excess speeds continue to be noted from our speed radar signs. Managing the radar speed signs will pass to the Security Committee in 2020.

Several stop and speed signs were replaced in 2019, both from age and unreported damage. The work includes replacement of posts and vanes; refurbishment of wooden posts and backer boards; painting signs and posts, etc. We have about 300 signs in Glenmore and anticipate replacing about 30 per year due to life expectancy and damage. A reserve is in place for signs and this replacement plan will cost about \$15,000 annually for the next 5 years.

Security Committee Annual Report

Functional overview:

The Security Committee is responsible for managing the relationship with Securitas who is the contractor supplying the personnel who manage the Gatehouse. This relationship is a bit different than a classical contractor/client relationship as the Security Chair actually provides both management and support directly to the Gatehouse Manager.

This committee is also responsible for the maintenance of the Gatehouse facility and its related hardware and software which includes the entry and exit systems.

The Chair maintains direct contact with the Albemarle County Police and manages the relationship between the County Police and the GCA.

In addition, the Security Chair addresses and takes action regarding both safety issues and potential incursions and trespassing within the confines of Glenmore.

Results, actions, and plans:

As development has increased the population of Glenmore, so have the incidents of reported speeding, and car/pedestrian close calls risen. Speed cameras have confirmed that speeds on Glenmore roads have exceeded the 25 MPH posted limit by as much as an additional 35MPH. A contract has been signed with the Albemarle County Police to provide patrols in 2020 as a trial to see if this has any impact before further measures to address vehicle safety are taken. More speed sensing signs placed in other locations are also being considered to further help residents remember to keep to the speed limit.

2019 saw a limited number of car break ins, which were investigated by the Albemarle County Police. Entry around the Running Deer/ Carroll Creek locked gate has been suspected, but not proven. Boulders have been placed to block vehicular entry and a remote monitoring camera is being tested. If successful, this may have applications for other sensitive perimeter points. Albemarle County Police patrols should have a deterrent effect on this as well.

The entry gate hardware and software became obsolete and our entry system was vulnerable to complete system failure. The system has been replaced and the upgrade should take the entry system forward for a minimum of five years.

Water Resources Committee Annual Report

Water Resource requirements in Glenmore through June 2019.

Through June 2019, the Water Resources Chair reported that the GCA owned four retention ponds within Glenmore. These include Glen Lochen, Piper, Paddington, and the Equestrian Center ponds. The GCA also partially owns the ponds on the 17th fairway and on the 14th fairway, however, the GCC maintains these ponds as well as the two GCC ponds at the end of the 2nd green. Two of the GCA ponds have vertical fountains. Glen Lochen has one, and Paddington has two. The electricity cost to run the fountains in 2018 was \$5,564. The total 2019 cost (including an annual contract with Solitude Lake Management to monitor and maintain the four GCA retention ponds) was \$17,973 including \$3,233 for utilities.

There was previously concern that the fountains provided an aeration value for the retention ponds. However, after researching the science of pond maintenance and consulting with the Solitude biologists, we now recognize that our vertical fountains are an aesthetic feature with little to no contribution to the health of the ponds. The fountains draw water from 18 inches below the center hub of the fountain and spray a radius of approximately 20 feet. Solitude stated that there are other technologies available, such as nano-bubblers, if aeration is the desired goal. However, nano-bubblers provide no aesthetic value.

Recognizing the aesthetic value of the Glen Lochen and Paddington pond fountains, the Board, in consultation with the Solitude Lake Management biologists, reduced the number of running hours for the fountains from 22 hours per day to a maximum of 12 daylight hours per day. As the days get shorter, the fountains will only run during daylight hours.

Water Resource requirements in Glenmore after June 2019.

In June, after a walking tour of Glenmoore, the Water Resources Chair became aware of three additional GCA owned retention ponds along and behind Farringdon Road. These three ponds had been unknowingly transferred to the GCA without a maintenance plan. We recognized that the ponds required some compliance maintenance, and in coordination with the Albemarle County Water Resources Engineer, we removed the trees on the retention pond dams in December of 2019.

During our walking tour, we also became aware that the developers in sections S5 and K2 have an inventory of 8 bio-filters and three retention ponds that will transfer to the GCA in the future. We contacted the Albemarle County engineer to determine the maintenance requirements and current condition of these 11 additional water features in Glenmore.

In the fall, after meeting with the County Engineer a second time, we became aware of four more water retention and filtration features for a total of 15 water features in the K2 and S5 areas. There may be others as development continues.

The GCA is now assessing the potential for 22 retention ponds and bio-filters that will require maintenance as the developers transfer ownership of the S5 and K2 common areas. Once all requirements are identified, the Water Resources Committee will develop a detailed strategy and funding requirement to ensure compliance with the County and State. The GCA now has a four-step scientific basis for improving the Water Resources maintenance and environmental quality in Glenmore. We established a Water Resources Committee, and budgeted \$49,000 for Water Resources in 2020 while we assess the need.